

ATTACHMENT A
GLOSSARY OF TERMS

ADVANCE ORDER - A request for a patent which has been received prior to issue date.

ADVERSE DECISIONS - Miscellaneous patent document with infrequent print requirements.

CERTIFICATE OF CORRECTION - A certificate that corrects an error in a previously issued patent.

CERTIFICATE OF INSPECTION - A certificate confirming that patents have been tested, inspected, and comply with contract requirements.

CLAIM LETTERS - A mechanism used by the Government for replacing missing, defective, or poor quality patents due to contractor error.

CONTENTS LIST - A list of numerically sequenced patent numbers that must be included with each patent shipment.

COTR- Contracting Officer Technical Representative

DEDICATIONS - See Adverse Decisions.

DELIVERABLE- Material comprising a week's production of various patent products.

DESIGN PATENT(s) - A patent, granted under 35 U.S.C. 171, for an article of manufacture, for a new original and ornamental design. Granted for a period of fourteen years.

DIGITAL IMAGE- an image produced from examiner approved color drawings in conformance with Pantone Color Standards (see Technical Reference for TIFF Naming)

DISCLAIMERS - See Adverse Decisions.

DRAWING PAGE(s) - A page which presents a patent in an illustration format.

EXAMINER APPROVED COLOR DRAWING- source document provided to contractor for reproduction of photoprints.

FRONT PAGE - Usually the first page of a patent; however, on occasion a patent may contain two or more front pages.

GOVERNMENT FURNISHED PROPERTY (GFP) - Government-owned property made available for contract purposes.

HARD COPY - Patents printing on White 25 % Rag Ledger (as specified under STOCK/PAPER).

HARD COPY LIST - A computer-generated list which indicates the number of copies of a patent that is to be printed on White 25 % Rag Ledger (as specified under STOCK/PAPER).

HARD COPY SET - One copy of each utility, design, plant, reissue, reexam, and SIR patents for a given issue, printing on White 25 % Rag Ledger (as specified under STOCK/PAPER).

INVENTION PATENT(s) - A patent, granted under 35 U.S.C. 101, for a useful, new, and unobvious process, machine, manufacture, or composition of matter, whose term is twenty years from the filing date. Usually, unless specifically modified, "patent" implies "invention patent."

INVENTION PATENTS--sometimes referred to as Utility Patents-consist of General and Mechanical, Chemical, and Electrical Patents as contrasted with Plant Patents and Design Patents.

ISSUE - Those allowed Patents, and other printed matter published for a given week.

ISSUE DATE - The official date (month, day and year) a Patent is granted; i.e., each Tuesday, every week of the year.

ISSUE TUESDAY - See Issue.

ISSUE WEEK - See Issue:

PATENT- a grant made by the government to an inventor, assuring the sole right to make, use, and sell the invention for a certain period of time.

PHOTOPRINTS- contractor deliverables reproduced from color/part-color, black and white halftones, hand-colored from Examiner approved color drawings.

PLANT PATENT - A patent, granted under 35 U.S. C. 161,. for an asexually reproduced new and distinct variety of plant granted for a period of twenty years from the filing date. Contain black and white and/or full color photo prints, furnished by the Government.

POSTAL SERVICE CERTIFICATE OF MAILING - A GPO Form 712 verifying the mailing of Domestic and foreign shipments, which must be submitted with Contractor's billing voucher for reimbursement purposes.

PRIOR WORK DAY (PWD) - A scheduled workday prior to Issue day (Tuesday). The Issue day (Tuesday) is considered PWD one (1).

QUALITY CONTROL PROCEDURES - Procedures pre-approved by the Government to ensure that patent production delivery meet prescribed Government specifications/requirements.

REEXAMINATION CERTIFICATES - A patent document presenting the results of a completed reexamination process, which may be the result of one or more requests for reexamination of a single patent. (NOTE: If reexamination occurs simultaneously with reissuance of a patent, a reexamination certificate will not be used. The published reissue patent will contain a paragraph on the front page to explain that reexamination has taken place).

REISSUE PATENT(s) - A patent issued a correction of and for the remainder of the term of a patent found to be partly or wholly inoperative due to error made therein without deceptive intent.

REPRINTS - An order for printing a previously printed (and issued) patent.

SCHEDULE - See Prior Work Day.

SECURITY REQUIREMENTS - A system which provides the proper storage of patents awaiting distribution or disposal and ensures against theft or unauthorized handling.

SET(s) - See HARD COPY SET and SOFT COPY SET.

SIRs - Statutory Invention Registration: A procedure that provides an inventor defensive rights, just as a patent, to prevent others from patenting a specific invention, but does not permit the holder to exclude others from making, using, or selling the invention.

SOFT COPY - Patents printing on White Offset Book (or as specified under STOCK/PAPER).

SOFT COPY LIST - A computer-generated list which indicates the number of copies of a patent to be printed on White offset Book (or as specified under STOCK/PAPER).

SOFT COPY SET - One copy of each utility, plant, reissue, reexam, and SIR Patent as well as one copy of each Certificate of Correction for a given issue. All are printed on White Offset Book (or as specified under STOCK/PAPER).

STITCHED COPY - Printed patents requiring two (2) staples on the left bind side (soft copies), or at the bottom (hard copies).

TEXT PAGE - Page containing type and/or text often imbedded with illustration.

TIFF- format of digital images of examiner approved color drawings/plant patent drawings issuing each week. The Plant Patent Photoprints shall have a header containing the issue date, plant patent number and the drawing sheet number as illustrated in the Technical references.

UNSTITCHED COPY - Printed patents requiring no binding.

UTILITY PATENT - See Invention Patent.

WITHDRAWN PATENT - A patent that is withdrawn from an issue by the Government.